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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director, Reports and Estimates  
FROM : Chief, Publications Division  
SUBJECT: ORE Intelligence Support for OPC

DATE: 14 June 1950

1. There is considerable discontent throughout ORE concerning our intelligence support for OPC. Complaints have been voiced over: (a) the large amount of work entailed, particularly on the part of the Eastern European Division and the Far Eastern Division; (b) the peripheral and trivial nature of many of the requests, some of which could adequately be answered by the Encyclopedia Britannica or a clerk at the Library of Congress; and (c) the inept framing of the request by OPC personnel who sometimes do not know what to ask for. A tabulation of OPC requests, both written and oral, from 12 May 1949 through April 1950 discloses that a sizeable segment of ORE effort is engaged in supporting OPC. There is no reason to believe these requests will fall off in number; they may gain. After a year's experience with this liaison, it is time for ORE to take stock, draw up a simple and efficient procedure, and state a clear-cut policy on this matter.

2. The ad hoc principles which have guided D/Pub thus far in dealing with OPC requests are: (a) is the request reasonable, in the eyes of D/Pub and the Division most directly concerned, in terms of the ORE mission; and (b) does the Division in question have the requisite information and available manpower for the project? D/Pub recognizes the need for a more precise statement of policy than this for holding the OPC support effort down to reasonable terms.

3. Current procedure for handling OPC requests, evolved through trial-and-error and kind suggestion, is as follows:

a. Written Requests.

- (1) The OPC Intelligence Support Branch makes a preliminary sounding which D/Pub conveys to the responsible Division.
- (2) D/Pub accepts or rejects the preliminary request in accord with the outcome of its conference with the Division. (When desirable, it is arranged for original OPC requester and ORE analyst to confer.)
- (3) If the project is accepted, OPC confirms the request in writing, supplying whatever additional information may be needed.

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- (4) D/Pub lays on the project, stating the problem, deadlines, etc.
- (5) The Division forwards the completed project to D/Pub which forwards it on to OPC.

b. Oral Requests.

- (1) OPC requests D/Pub to arrange a meeting with an ORE specialist.
- (2) D/Pub arranges the meeting and makes a record concerning people involved, time, place, and subject.

4. D/Pub believes that present procedure, which aims largely at protecting ORE analysts from OPC promiscuity, is cumbersome and needlessly expensive in its man-hour requirements. Much of the procedure could be mechanized by means of standard forms and standard routings. What is needed first, however, is a precise statement of ORE policy concerning its support operations for OPC. This must be an exact statement of the nature and extent of ORE's commitment to OPC, by means of which both OPC and ORE can judge the legitimacy of the demands made. D/Pub recommends that the formulation of this policy be assigned to S/PP and stands ready to give all possible assistance. When such a policy has been cast and approved, D/Pub will submit for approval an operating procedure for carrying it out.



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